

# Safety Rules and Guidelines

## All Volunteers Must:

- Wear a NCDOT approved orange safety vest.
- Wear light-colored clothing that covers arms and legs.
- Wear leather shoes or boots, gloves, a hat and safety glasses.
- Wear clothing that will not divert attention of motorists during cleanup activities.
- Wear clothing that will not impair vision or movement during cleanup activities.
- Park all vehicles clear of the roadway and on the same side of the road where volunteers are working.
- Carpool to the site to reduce number of vehicles.
- Be 12 years of age to participate in a cleanup.
- Furnish adequate supervision by one or more adults 21 years of age or older for groups that have participants 12-17 years of age.
- Pick up litter only during daylight hours.
- Stay off the road at least 5 feet from the pavement edge.
- Obey all safety rules and guidelines.
- Conduct a safety meeting for all participants prior to each cleanup and go over “Safety Rules and Guidelines for Volunteers” and “Safety Procedures for Litter Pickup” (see backside of this sheet).
- Work in small groups.
- Face oncoming traffic when picking up litter and look up often to ensure that no vehicle is encroaching your work area.
- Stay well clear of any construction.
- Stop work in inclement weather.
- During warm weather months, drink plenty of fluids – take breaks – avoid overexertion.
- During cold weather months, dress warmly with layered clothing.
- Be alert for snakes, stinging insects and poisonous plants.
- Avoid contact with noxious weeds and areas where herbicides were applied.
- Use proper lifting and bending techniques.

## Volunteers Must Not:

- Use or possess illegal drugs or alcohol during a cleanup.
- Pick up trash on the road surface.
- Pick up trash on bridges, on overpasses or in tunnels.
- Pick up trash on a median.
- Pick up what appears to be hazardous material (notify your Adopt-A-Highway coordinator or NCDOT maintenance office if you encounter hazardous objects or holes, guy wires and other hidden obstacles in the ground).
- Attempt to squeeze bags to make room for more trash (injuries from broken or jagged objects can result from this practice).

## In Case of Emergency:

- Have an adequate first-aid kit immediately available.
- Know the route from the work area to the nearest medical facility.
- Have transportation immediately available.

## For the Safety of Department of Transportation Crews:

- Group the orange bags together and where practical place them at least 8 feet from the side of the road to make the job of collecting bags easier and safer for our NCDOT employees.